

COMMERCIAL BUILDING PERMIT APPLICATION



*Applicant to complete all required spaces

JOB ADDRESS (CORRECT ADDRESS IS REQUIRED TO PROCESS THIS APPLICATION)*			
1.			
2. LEGAL DESCRIPTION*	LOT NO.*	BLOCK * / RESERVE *	SUBDIVISION * / SHOPPING CENTER *
3. OCCUPANT*		MAILING ADDRESS	ZIP PHONE
3. BUILDING OWNER *		MAILING ADDRESS	ZIP PHONE/FAX
4. DESIGN PROFESSIONAL *		MAILING ADDRESS	ZIP PHONE/FAX
5. CONTRACTOR *		MAILING ADDRESS	ZIP PHONE/FAX
6. USE OF BUILDING*			
7. CLASS OF WORK*: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTER /REPAIR <input type="checkbox"/> GRADE / FILL <input type="checkbox"/> UTILITIES <input type="checkbox"/> SHELL <input type="checkbox"/> ALTER EXISTING CHANNEL? <input type="checkbox"/> OTHERS* *explain below			
8. DESCRIBE TYPE OF WORK YOU ARE PERFORMING*:			

9. TDLR PROJECT NUMBER *(TEXAS DEPARTMENT OF LICENSING AND REGULATION REQUIRES ALL NON RESIDENTIAL projects that exceeds \$50,000.00 in cost. Then a project number will be assigned to the project and must be provided to the City on this application prior to acceptance of plans). (To register call 512-463-7357)

TDLR NUMBER: _____

10. FLOOD ZONE *: YES (see P.4) NO <small>* FEMA Elevation Certificate is REQUIRED regardless of Flood Zone.</small>	11. TOTAL VALUATION OF WORK*:	12. TYPE OF ROOF *:	13. BUILDING HEIGHT*:	14. SLAB ELEVATION *:
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****Slab/lowest floor of structure in flood prone area shall be certified by a registered engineer or registered public surveyor to be 12 inches above the base flood elevation.**

A signed and stamped form survey with slab form MSL elevation shall be submitted at Slab inspection. Final construction elevation certificate will be required to obtain the certificate of occupancy.

Special Conditions: Within this proposed Occupancy are there any products provided for Human Consumption? (circle) Yes or No
If Yes, please describe: _____

For building improvements, will value of current improvements exceed 50% of the market value of previous structure?
Yes No

When site is partially or fully located in the flood zone, page 4 of this packet (supplemental floodplain form) must be completed.

APPLICANT NEEDS TO COMPLETE THE FOLLOWING SPACES BELOW.		
State N/A to those sections that do not apply to the structure or work you are performing.		
Construction Type *	Occupancy Group *	Occupant Load *
1 st Floor (S.F.) *	Number of Stories	Parking Spaces
2 nd Floor (S.F.)	Total Paving	Use Zone *
3 rd Floor (S.F.)	Lot Size *	Fire Sprinkler Req. * Yes or No
Garage (S.F.)	Total Building (S.F.) *	% Lot Coverage *

NOTICE

SEPARATE PERMITS ARE REQUIRED FOR DRIVEWAY, DRIVEWAY APPROACHES, PUBLIC WALKS, RAMPS, SIGNS, ELECTRICAL, MECHANICAL, PLUMBING, HEATING, OR VENTILATING. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX MONTHS AT ANY TIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.

FOR OFFICE USE ONLY

PLAN REVIEW FEE: Amount due at the time of submittal

Plan Review Fee x .50 _____

Approvals

Accepted by PSR _____ Date _____

Building Official _____ Date _____

Director of Planning _____ Date _____

Application Number _____

Building Permit fee shall be paid after plan review is completed

Building Permit Fee _____

SIGNATURE OF APPLICANT _____ DATE _____

PRINTED NAME OF APPLICANT _____ PHONE NUMBER _____

E-MAIL ADDRESS _____

FAX NUMBER _____

A. Building

Less than \$1,000

No fee, unless an inspection is required, in which case a \$15.00 fee for each inspection shall be charged.

\$1,000 to \$49,999.99

\$15.00 for the first \$1,000.00 plus \$5.00 for each additional thousand or fraction thereof, to and including \$49,999.99

\$ 50,000.00 to \$99,999.99

\$260.00 for the first \$50,000 plus \$4.00 for each additional thousand or fraction thereof, to and including \$99,999.99

\$100,000 to \$499,999.99

\$460.00 for the first \$100,000 plus \$3.00 for each additional thousand or fraction thereof to and including \$499,999.99

\$ 500,000 and Up

\$1600.00 for the first \$500,000 plus \$2.00 for each additional thousand or fraction thereof.

B. Moving Fee

For the moving of any building or structure, the fee shall be \$100.00.

C. Demolition Fee:

For the moving of any building or structure, the fee shall be \$50.00 0 up to 100,000 cu ft
\$.50 100,000 cu ft and over per 1,000 cu. Ft.

D. Plan-checking fee:

When the valuation of the proposed construction exceeds \$1,000.00 and a plan review is required to be submitted by 103.2, a plan-checking fee shall be paid to the building official at the time of submitting plans and specifications for plan checking. A plan-checking fee shall be equal to one-half of the required building permit fee as set forth in 103.7.4. **Such plan-checking fee is in addition to the building permit fee.**

E. Penalties

Where work for which a permit is required by this Code is started or proceeded prior to obtaining a permit, the fees herein specified shall be doubled, but the payment of such double fees shall not relieve any persons from fully complying with the requirements of this Code in the execution of the work nor from any other penalties prescribed herein.



PLANNING/PERMITS AND INSPECTION DIVISION
ARCHITECTURAL BARRIERS PROJECT FORM

PROJECT ADDRESS _____
OWNER _____
CONTRACTOR _____

- ☐ This project involves public finds, public land, or is a state lease.
☐ This project is privately funded, on private land for private use.

Building/Facility Owner Not Tenant) _____
Name

Mailing Address _____ Phone No. _____

All plans and specifications for construction or for substantial renovation, modification, or alteration of a building or facility that has as estimate construction cost of \$50,000 or more and that is subject to the provisions of the Texas Civil Statutes, Article 9102 shall be submitted to the Texas Department of Licensing and Regulation for review and approval. Information below must be submitted to City of Missouri City Inspections prior to issuance of Building permit.

- ☐ Buildings or Facilities that have an estimate construction cost of less than \$50,000 require no submittal to TX Dept. of Licensing and Regulation, but require 100% compliance with TDLR.

Signature _____ Date _____

- ☐ Construction documents have been submitted to the Texas Department of Licensing and Regulation.
Project #: _____

- ☐ Construction documents have been submitted to the following contact provider.

Name _____ RAS # _____ Telephone _____

- ☐ I hereby notify the Texas Department of Licensing and Regulation of the described project and of my intent to perform, or cause to be performed, all services necessary to design said project in accordance with the provisions of Article 9102, Texas Civil Statutes. I certify that I am the owner/contractor/registered design professional with overall responsibility for the design of the project and whose seal is affixed to the construction documents.

Signature _____ Title _____

E-mail Address _____ Date _____

**Should you have any questions on any of the above, you may contact the TDLR at 1-800-803-9202.



CITY OF MISSOURI CITY, TEXAS
BUILDING PERMIT SUPPLEMENTAL FORM
(For Developments in the Floodplain)

Date: _____

Job Address (*same as on building permit application*): _____

FIRM Zone: _____

Is the property located in the floodway? ()Yes ()No

If located in the floodway, to what extent do improvements impact the floodway?

Name of the associated watercourse: _____

Has a copy of signed and sealed elevation certificate been prepared to submit with building permit application? ()Yes ()No

Has item A6 on the elevation certificate been completed? ()Yes ()No

Note: The City of Missouri City requires at least 2 photographs of each building located in the flood zone, regardless of whether the certificate is being used to obtain flood insurance.

Is elevation datum used for BFE in item B9 in accordance with NAVD 1988 (2001 adjustment)?

()Yes ()No

Note: The City of Missouri City requires all vertical datum reference in the city to be in accordance with NAVD 1988 (2001 adj) standards, to maintain consistency with existing TSARP datum in Harris County.

Has this site obtained all necessary federal, state, or local permits? ()Yes ()No

Does this site involve a Letter of Map Change to the current FIRM? ()Yes ()No

Does this site involve a variance to the community's flood ordinance? ()Yes ()No

For questions related to floodplain requirements, contact the city's floodplain Administrator at 281.403.8580 or email jchen@missouricitytx.gov.

FOR INTERNAL USE ONLY:

() Permit Application Complete

Permit Application Approved () Denied ()

() Variance Application Accepted

() Variance Issued